

FREDERICK COUNTY  
Local Emergency Planning Committee (LEPC)  
Meeting Minutes

DATE: Monday, January 8, 2018

LOCATION: Public Safety Training Facility  
5370 Public Safety Place  
Frederick, MD

ATTENDEES: Dave Barnes, DFRS; Sue Barthol, FC-DPW; Rhonda Cunningham, FC-DEP; Rick DeBee, USAG Ft. Detrick; Dennis Dudley, FC-DEP; Phil Giuliano, FMH; Anthony Johnson, Washington Gas; Todd Johnson, Health/HCC&P; Craig Kuhn, Red Cross; Ronald Kunz, NIH; Mike Lee, FPD; Rebekah May, FC-DEP; Robert McNamara, Skyworks; Joyce Renner, State Farm; MacKenzie Smith, Maxim Healthcare; Wayne Wachsmith, MSP.

Chairman Dennis Dudley called the meeting to order at 0830 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by T. Johnson and seconded by R. Cunningham that the minutes of the December 11, 2017, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
  - Committee members identified: Dennis Dudley, Dave Barnes, Rhonda Cunningham, Todd Johnson, Mike Lee and Robert McNamara. A meeting will be scheduled in March.
- Internal Sub-Committee
  - Committee members identified: Dennis Dudley, Dave Barnes, Rhonda Cunningham, Todd Johnson, Sue Barthol, Phil Giuliano and Robin Santangelo. A meeting will be scheduled in March.

OLD BUSINESS or INFORMATION:

- NRC Notifications – No reports.
- Review Constitution and Bylaws. Will be reviewing this at the next meeting. Please review the Constitution and Bylaws and be ready to discuss. Please send any changes or recommendations to Rhonda.
- Voting Members – Reviewed members with group to ensure the membership is accurate.

NEW BUSINESS

- Hazardous Chemical Reporting Fact Sheet – Any questions or issues with Tier II Reporting System please let us know.
- Meetings – It was decided that the committee will be meeting on a quarterly basis.

ROUNDTABLE:

- T. Johnson
  - Health Dept. will be holding a Full Scale Exercise on April 3, 2018 with our Closed Point of Distribution partners, some of who are LEPC members.
- D. Barnes
  - Hazmat training with FMH.
- R. Kunz
  - Upcoming drill at Ft. Detrick.
- P. Giuliano
  - Full scale exercise on gross decon to be held late Spring.
  - 3<sup>rd</sup> quarter annual rotation Ebola exercise.
- D. Dudley
  - ICS 300 and 400 training being held January 22 – 26, 2018.
  - IMT training March 12<sup>th</sup>.

A motion was made by S. Barthol and seconded by J. Renner to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0905 hours.

Respectively submitted by Rhonda Cunningham, Secretary.

Next Meeting: April 9, 2018, 8:30 am, PSTF, Room 126